

General Application Requirements (FINAL)

FOR OFFICE USE ONLY:

Version # _____

APP # 700452

Agency Information

(Carefully read the instructions before completing this form)

1. Agency Information

- a. Agency Name USFS - Shasta-Trinity National Forest
- b. Organizational Unit
- c. Address 3644 Avtech Parkway
- e. City Redding State CA Zip 96002
- f. Federal Id Number 72-0564834 DUNS Number
- g. Agency fiscal year (beginning month and day) October-01
- h. Agency Type (Please check one)
- | | | |
|--|--|--|
| <input type="radio"/> City | <input type="radio"/> County | <input checked="" type="radio"/> U.S. Forest Service |
| <input type="radio"/> U.S. Forest Service - Patrol District | <input type="radio"/> U.S. Bureau of Land Management | <input type="radio"/> Other Federal Agency |
| <input type="radio"/> Federally Recognized Native American Tribe | <input type="radio"/> Educational Institution | <input type="radio"/> Nonprofit Organization - 501(c)(3) status only |
| <input type="radio"/> State Agency | <input type="radio"/> District | |

2. Project Information

- a. Project Name General Application Requirements
- b. Is implementing agency same as Agency (Please select Yes or No) ☒ Yes ☐ No
- c. Implementing Agency Name
- d. Amount of Funds Requested Project Cost

Project Request(s) Summary

#	Project Type	Project Title	Grant Request	Match	Total Project Cost
1	G09-02-17-G01	Ground Operations	22,000	9,000	31,000
2	G09-02-17-R01	Restoration	73,000	36,000	109,000
3		TOTAL	95,000	45,000	140,000

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3. Contact

a. Project Administrator

Name	Basia Trout					
Title	Natural Resource Specialist					
Mailing Address	3644 Avtech Parkway					
City	Redding	State	CA	Zip	96002	
Telephone	(530) 226-2525			Fax	(530) 226-2487	
E-mail Address	btrout@fs.fed.us					

b. Authorized Representative

Name	Sharon Heywood					
Title	Forest Supervisor					
Mailing Address	3644 Avtech Parkway					
City	Redding	State	CA	Zip	96002	
Telephone	(530) 226-2500			Fax		
E-mail Address	sheywood@fs.fed.us					

Location Map

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A. Location Map

Attachments:

[USFS Shasta-Trinity National Forest Location Map](#)

Equipment Inventory

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A. Equipment Inventory

Has your agency purchased any Equipment with OHV Trust Funds within the last five (5) ☐ Yes ☒ No
years? (Please select Yes or No)

#	Item Description	Make	Model	Model Year	Vehicle Identification Number (VIN) or Serial Number	Project Agreement Number

Habitat Management Program (HMP)

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PART 1 - ITEM 1. DETERMINE THE NEED FOR FULL FULL HABITAT MANAGEMENT PROGRAM (HMP)

All Applicants submitting Projects involving Ground Disturbing Activities are subject to HMP requirements. The HMP must cover the combined Project Area of all proposed Projects with Ground Disturbing Activities.

Applicants able to certify that none of the proposed activities listed in the Application in areas open to legal OHV Recreation contain any risk factors to special-status species and/or sensitive habitats shall submit only HMP Part 1. Applicants who cannot certify that the proposed activities listed in the Application in areas open to legal OHV Recreation do not contain any risk factors to special-status species and/or sensitive habitats shall submit HMP Parts 1 and 2.

1. Do any of your proposed projects involve Ground Disturbing Activities? (Please select ☒ Yes ☐ No Yes or No)
2. Can the Applicant certify that none of the proposed Projects with Ground Disturbing Activities in areas open to legal OHV Recreation contain any risk factors to special-status species and/or sensitive habitats? (If you checked 'Yes', you are done with HMP) (Please select Yes or No) ☒ Yes ☐ No

PART 2 - RISK ANALYSIS, MANAGEMENT PROGRAM AND REPORTING

PART 2 - Section I. Summary of HMP Changes

Has the Applicant previously submitted a HMP Part 2 that is currently in use in the proposed Project Area? (Please select Yes or No) ☐ Yes ☐ No

Table 1 - Summary of HMP Changes

Changes from Previous Year	Section Where Change Occurs

PART 2 - Section II - Special Status Species

Table 2 - Table of All Special-Status Species and Any Other Species of Local Concern That Were Considered for Inclusion in the HMP

Species	Listing Status	Habitat	Potential for Occurrence	Addressed by HMP? If not explain why?

PART 2 - Section III - Map(s) of Project Area

PART 2 - Section IV. - Management/Monitoring Program by Species and Sensitive Habitat

PART 2 - Section IV. - Management/Monitoring Program by Species and Sensitive Habitat - Table 3

Table 3 - Data (Including Baseline Data) and Management Program for Species and/or Sensitive Habitats

Species/Habitat	Known Information	Methodology	Concerns / Risks / Uncertainties	Management Objective(s)	Management Action(s)	Success Criteria

PART 2 - Section IV. - Management/Monitoring Program by Species and Sensitive Habitat - Table 4

Table 4: Summary of HMP Monitoring Program

Species/Habitat	Change Detection Methodology	Effectiveness Monitoring Methodology, Including Triggers	Identify Any Applicable Validation Monitoring (Focused Studies)

PART 2 - Section IV. - Management/Monitoring Program by Species and Sensitive Habitat - Table 5

Table 5. Management Review and Response; Adaptive Management

Monitoring Methodology	How Monitoring Information Will Inform Management	How Data Will Be Analyzed	Management Response to Identified Triggers	Who Will Plan Management Response

PART 2 - Section V. - Previous Year's Monitoring Results and Management Actions Based on Monitoring Results

PART 2 - Section V. - Previous Year's Monitoring Results and Management Actions Based on Monitoring Results - Table 6

Table 6: Previous Year's Monitoring Results

Monitoring Accomplishments	Results	Were Objectives and Success Criteria Achieved?

PART 2 - Section V. - Previous Year's Monitoring Results and Management Actions Based on Monitoring Results - Table 7

Table 7: Management Actions Based on Monitoring Results

Management Actions	Species/ Habitat	Date Completed or Planned - mm/dd/yyyy	Changes Needed to HMP

PART 2 - Section V. - Previous Year's Monitoring Results and Management Actions Based on Monitoring Results - Table 8

Table 8 Management Actions Taken in Response to HMP-related Public Concerns

Concern Raised by Public	Actions Taken to Address the Concern

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Soil Conservation

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A. Soil Conservation

- a. Do any of your proposed projects involve Ground Disturbing Activities? (Please select ☒ Yes ☐ No Yes or No)

B. Soil Conservation Plan

Attachments:

[Shasta-Trinity National Forest SCP](#)

Public Review Process

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A. Public Notification Efforts

Check all that apply: (Please select applicable values)

- ☒ Notice to interested Parties/Groups (Enter date in mm/dd/yyyy format) [3/2/2010]
- ☒ Published on Applicant's Website (Enter date in mm/dd/yyyy format) [3/2/2010]
- ☐ Published in Newspaper
- ☒ News Release Issued
- ☐ Public Meeting(s) Hearing(s) Held

B. Public Comments

Twenty four comments were received via the OHMV Division process. One comment was sent directly to the Forest. Comments principally focused on opposition to granting the Forest funding as well as a general disagreement with the Motorized Travel Management Process and Record of Decision. There was a misconception that grant funds would be used to close Forest roads and that OHV use would be negatively impacted rather than enhanced.

There was one constructive comment that suggested the application clarify the location of OHV roads on the Forest.

C. Application Development as a result of Public Comments

- a. Were changes made to the Application as a result of public comments? (Please select ☒ Yes ☐ No Yes or No)
- b. Describe how public comments affected the Application

The application was clarified with regard to project activities and use of funds. Grant funds would not be used to close Forest roads but rather to designate, via signing and Motor Vehicle Use Maps, those roads which are legally open to motorized travel and that are part of the National Forest Transportation System. Funds would also be used to protect sensitive areas (archeological and biological) from motor vehicle use by placement of a few hundred feet of barriers in selected areas as well as through signs posting area restrictions.

Comments from the Division suggested placing that portion of the project description which described barriers and restrictive signs, from the "Grounds Operation" category to the "Restoration" category, which was done.

Certifications

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1. Applicant Certifications

A. General Conditions

- A. The Applicant hereby certifies, under the penalty of perjury, compliance with the following terms and conditions: ☒
1. If the Project involves a Ground Disturbing Activity, the Applicant agrees to monitor the condition of soils and wildlife in the Project Area each year in order to determine whether the soil conservation standard adopted pursuant to Public Resource Code (PRC), Section 5090.35 and the HMP prepared pursuant to Section 5090.53(a) are being met.
 2. If the Project involves a Ground Disturbing Activity, the Applicant agrees that, whenever the soil conservation standard adopted pursuant to PRC Section 5090.35 is not being met in any portion of a Project Area, the recipient shall close temporarily that noncompliant portion, to repair and prevent accelerated erosion, until the same soil conservation standard adopted pursuant to PRC Section 5090.35 is met.
 3. If the Project involves a Ground Disturbing Activity, the Applicant agrees that, whenever the HMP prepared pursuant to PRC Section 5090.53(a) is not being met in any portion of a Project Area, the recipient shall close temporarily that noncompliant portion until the same HMP prepared pursuant to PRC Section 5090.53(a) is met.
 4. The Applicant agrees to enforce the registration of off-highway motor vehicles and the other provisions of Division 16.5 (commencing with Section 38000) of the Vehicle Code and to enforce the other applicable laws regarding the operation of off-highway motor vehicles.
 5. The Applicant agrees to cooperate with appropriate law enforcement entities to provide proper law enforcement at and around the Facility.
 6. The Applicant's Project is in accordance with local or federal plans and the strategic plan for OHV Recreation prepared by the OHMVR Division.

B. Programmatic Conditions

B. The Applicant must describe the following programmatic conditions:

1. Identify the potential for the facility to reduce illegal and unauthorized OHV Recreation activities in the surrounding areas:

Unauthorized OHV activities will be reduced by providing the public with motor vehicle use maps which will designate which roads and trails are open to OHV use. Use will be monitored through enforcement patrols. Signs will be used where necessary to clarify the authorized route designations. Barriers will be used to protect sensitive cultural and biological sites from motor vehicle use.
2. Describe how the Applicant is meeting the operations and maintenance needs of any existing OHV Recreation Facility under its jurisdiction:

We maintain the Chappie Shasta OHV area under partnership with the Bureau of Land Management and the Bureau of Reclamation. We maintain approximately 14% of our roads system to standard annually.

C. Fee Collection

Describe how fees collected pursuant to Section 38230 of the Vehicle Code (in-lieu funds) are utilized and whether the fees complement the Applicant's proposed Project:

D. Compliance with PRC 5090.50(b)(1)(C)

Projects within the O&M category that affect lands identified as inventoried roadless areas by the U.S. Forest Service, are compliant with PRC 5090.50(b)(1)(C). (Please select Yes or No)



Yes



No

2. Governing Body Resolution

Certification - Non Profits / Education

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- 1. Written Agreement with Land Manager**
- 2. Verification of Nonprofit 501(c)(3) Status**

Evaluation Criteria

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1. OHV Visitor Opportunity Summary

1 OHV Visitor Opportunity Summary

- a. Does the land manager agency provide legal OHV riding opportunity? (Please select ☒ Yes ☐ No Yes or No)

Starting (Month/Year) 10/2008

Ending (Month/Year) 09/2009

- b. Off-Highway Vehicle Opportunity Ratio (OHV Ratio) opportunity

- i. Months of OHV Opportunity (OHV Months) 12

- ii. Total Miles Of Routes Available For OHV Recreation 5460

- iii. Total Acres Of Open Riding Available For OHV Recreation 44047

- iv. OHV Visitation (visitor days) 152778

- v. Ratio of OHV Visitation/OHV Opportunity 3.09

1 OHV Visitor Opportunity Summary (2)

- c. Reference Document that support the responses to a. and b. on previous page

In 2002 the Shasta-Trinity National Forest completed the National Visitor Use Monitoring survey, although OHV use is provided year-round since the survey was completed.

- d. Visitor Opportunity Ratio (V/O Ratio) = OHV Ratio x OHV Months / 12 3.09

Visitor Opportunity Ratio (V/O Ratio) Score

2. Quality of OHV Opportunity

Land Manager's OHV program 10

Check all that apply (Please select applicable values)

- ☒ Map with OHV Recreation opportunities clearly shown is available for distribution at no cost (2 points)
☒ Map with OHV Recreation opportunities clearly shown is available on the Land Manager's website (2 points)
☒ Map indicates relative difficulty of each OHV trail (2 points)
☒ Map indicates appropriate OHV use type (ATV, dirt bike, 4x4, OSV, etc.) (2 points)
☒ At least fifty percent of the staging areas include support facilities (restrooms, picnic tables, trash cans, shade structures) (2 points)
☐ Majority of trail intersections are signed with information such as: trail names, directional signs, relative difficulty, mileage to next feature (2 points)

3. Variety of OHV Opportunity

- a. Skill levels (e.g., beginner, intermediate, advanced) indicated by publicly available maps or signage marking trails with relative difficulty 5

(Check the one most appropriate) (Please select one from list)

- ☒ 3 or more skill levels (5 points) ☐ 2 skill levels (3 points)
☐ 1 skill level (1 point) ☐ Land Manager has no legal OHV riding opportunity (No points)

b. Type of OHV Opportunity (ATV, dirt bike, 4x4, OSV, RUV, Sand Rail/Dune Buggy) 6

(Check the one most appropriate) (Please select one from list)

- ☒ Opportunities for 3 or more vehicle types (6 points) ☐ Opportunities for 2 vehicle types (3 points)
☐ Opportunity for only 1 vehicle type (1 point) ☐ Land Manager has no legal OHV riding opportunity (No points)

4. Agency Contribution

Is the cost of OHV Program for Land Manager's most recent complete fiscal year (not to include Indirect Costs) greater than \$0?. If NO, then No points. Go to item #5. (Please select Yes or No) ☒ Yes ☐ No

If YES, enter cost of OHV Program for Land Manager's most recent complete fiscal year (not to include Indirect Costs): 20000

% Funded by OHV Trust Fund (do not include in-lieu funds): 6

(Check the one most appropriate) (Please select one from list)

- ☒ No OHV Trust Funds were used (6 points)
☐ 10% or less of the program cost was from OHV Trust Fund (4 points)
☐ 11% to 25% of the program cost was from OHV Trust Fund (3 points)
☐ 26% to 50% of the program cost was from OHV Trust Fund (1 point)
☐ More than 50% of the program cost was from OHV Trust Fund (No points)

Reference Document

Budget accounting-Shasta Trinity National Forest Recreation Officer NRA

5. Project Performance

For Applicant's OHV grant Projects which reached the end of the Project performance period within the last two years, the percentage of all deliverables accomplished 0

(Check the one most appropriate) (Please select one from list)

- ☐ 100% of Deliverable accomplished (5 points)
☐ 75% to 99% of Deliverables accomplished (3 points)
☒ Less than 75% of Deliverables accomplished (No points)
☐ First time Applicants and past Applicants with no active Grant projects within the last two years (2 points)

6. Previous Year Performance

In the previous year the Applicant has been responsive and communicated effectively with the assigned OHMVR Grant Administrator by phone, email or personal visit.

FOR DIVISION USE ONLY (Check the one most appropriate) (Please select one from list)

- ☐ In the previous year the Applicant has been responsive and communicated effectively with the assigned OHMVR Grant Administrator by phone, email or personal visit (3 points)
☐ First time Applicants and past Applicants with no active Grant projects within the last two years (2 points)
☐ In the previous year the Applicant has not been responsive (No points)

7. Prevention of OHV trespass

7. Prevention of OHV trespass - Fence (Page 1)

- a. Is site a completely fenced facility such that OHV trespass into neighboring properties and/or closed areas is prevented? 0

(Check the one most appropriate) (Please select one from list)

- ☒ No (answer items b and c) ☐ Yes (10 points, explain and then skip to item 8)

Explain 'Yes' response:

7. Prevention of OHV trespass - Patrol (Page 2)

- b. The majority of OHV Opportunity areas are patrolled (Check the one most appropriate) 3

(Check the one most appropriate) (Please select one from list)

- ☐ At least 5 days per week (5 points)
☒ At least once per week (3 points)
☐ At least once per month (1 point)
☐ Less than once per month (No points)

Explain patrol efforts (e.g., frequency of patrol, patrol personnel, percent of lands covered by patrols)

OHV areas are patrolled by law enforcement personnel via vehicle on approximately 50% of opportunity areas.

7. Prevention of OHV trespass - Measures (Page 3)

- c. Measures to prevent OHV trespass into neighboring properties and/or closed areas 5

(Check all that apply) (Please select applicable values)

- ☒ Barriers and/or signing are used to prevent OHV trespass into neighboring properties and/or closed areas (3 points)
☒ Education programs, maps and/or brochures provided to the public address OHV trespass, including respect for private property (2 points)

Explain measures utilized to prevent OHV trespass into neighboring properties and/or closed areas

Signs, interpretive displays, maps and barriers have been used to prevent trespass in prone areas; trespass is not considered a big issue onto private property. Private landowners with lands adjacent to public lands sign and gate their properties.

8. OHV Education

8 OHV Education - Page 1

- a. Education materials available onsite 10

(Check all that apply) (Please select applicable values)

- ☒ Free literature is provided to visitors describing safe and responsible OHV recreational practices (5 points)
☒ Bulletin boards, signs or kiosks, at the majority of staging areas, trailheads, or other areas where the public gathers provide information concerning safe and responsible OHV Recreation (5 points)

- b. Applicant or Land Manager provides formal programs, educational talks, school field trips, etc. to the public to educate them on safe and responsible OHV recreational practices: 0

(Check the one most appropriate) (Please select one from list)

- ☐ 50 or more per year (3 points) ☐ 20 to 49 times per year (2 points)
☐ 5 to 19 times per year (1 point) ☒ Less than 5 times per year (No points)

8. OHV Education - Page 2

- c. When Facility is open, staff are available at trailheads, visitor centers and/or entrance stations to provide information on safe and responsible OHV use 5

(Check the one most appropriate) (Please select one from list)

- ☒ Daily (5 points) ☐ On all weekends (4 points)
☐ On the majority of weekends (2 points) ☐ On major holidays (1 points)
☐ None of the above (No points)

- d. ATV Safety Institute and/or Motorcycle Safety Foundation approved training courses are provided to the public: 1

(Check the one most appropriate) (Please select one from list)

- ☐ At least 30 times per year (5 points) ☐ 18-29 times per year (3 points)
☒ 4-17 times per year (1 points) ☐ Less than 4 times per year (No points)

Describe Land Manager's onsite education efforts relative to items a. - d.:

We provide a gated area for ATV safety training which requires a permit. The Forest provides annual ATV safety training.

9. Website

- a. OHV outreach efforts are accomplished through the Land Manager's website 0

(Check the one most appropriate) (Please select one from list)

- ☐ No (skip to question 10) ☒ Yes (provide URL address and answer item b)

Provide URL address www.fs.fed.us/r5/shastatrinity/recreation/#Off%20Highway%20Vehicles

- b. The Land Manager's website contains the following items 5

(Check all that apply) - Scoring: 1 point each up to a maximum of 5 points. (Please select applicable values)

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Map to location | <input checked="" type="checkbox"/> Hours of operation | <input checked="" type="checkbox"/> Safety information |
| <input checked="" type="checkbox"/> Visitor facilities | <input checked="" type="checkbox"/> Contact information | <input checked="" type="checkbox"/> News releases |
| <input checked="" type="checkbox"/> Information on responsible riding | <input checked="" type="checkbox"/> Map of Facilities | <input checked="" type="checkbox"/> Fee schedule |
| <input checked="" type="checkbox"/> Seasonal restrictions | <input checked="" type="checkbox"/> Link to Division Website | <input checked="" type="checkbox"/> Law enforcement contact information |

10. OHV Outreach

Check all forms of OHV outreach the Applicant utilizes: 2

Scoring: 1 point each up to a maximum of 3 points. (Please select applicable values)

- | | |
|---|---|
| <input type="checkbox"/> Billboards | <input type="checkbox"/> CDs and/or DVDs |
| <input type="checkbox"/> Community meetings | <input type="checkbox"/> OHV dealers |
| <input type="checkbox"/> Fairs | <input checked="" type="checkbox"/> News releases |
| <input checked="" type="checkbox"/> Other (specify) [user group meetings by request at user group events] | <input type="checkbox"/> Television |
| <input type="checkbox"/> Parades | <input type="checkbox"/> Radio |
| <input type="checkbox"/> Programs at schools | |

11. Natural and Cultural Resources

11. Natural and Cultural Resources - Page 1

- a. Is the Land Manager's OHV area a completely fenced track facility with little or no native vegetation?
0

(Check the one most appropriate) (Please select one from list)

- ☒ No (answer item b) ☐ Yes (5 points, explain and then skip to item 12)

Explain 'Yes' response

11. Natural and Cultural Resources - Page 2

b. Resource Management Information System 5

Does the Land Manager maintain a management information system managed by qualified environmental staff that identifies and monitors the impacts of the OHV activity and contains at least the following:

- Ongoing survey/inventory of species
- Ongoing survey/inventory of archeological sites
- Biological monitoring that measures changes in populations
- Components that evaluate the effects of OHV recreation and related activity on the species;
- Recommendations for improvement in species management
- Strategies to respond to changing conditions that affect the survival or reproduction of species? (Please select one from list)

☐ No (No points)

☒ Yes (5 points)

Reference Document

Motorized Travel Management EIS/ROD 2010

12. Soil Management

12. Soil Management - Page 1

a. Land Manager has developed a systematic methodology for evaluating soil conditions of its OHV Opportunities? 5

(Check the one most appropriate) (Please select one from list)

☐ No (No points)

☒ Yes (5 points)

Explain 'Yes' response The Shasta-Trinity National Forest has used the GYR (green-yellow-red) trail rating forms system used by the State, which is used to assess and report the trail conditions for the OHV system. The Forest has tested the USFS Best Management Practices, Section 12.24-7 protocol for OHV use.

b. Land Manager has developed methods to address soil issues? 5

(Check the one most appropriate) (Please select one from list)

☐ No (No points)

☒ Yes (5 points)

Explain 'Yes' response The Shasta-Trinity National Forest has monitored the Chappie-Shasta OHV park since 2003 for soil conditions in conjunction with the GYR condition process, and has created yearly monitoring reports along with selective trail maintenance projects and fire recovery (BAER).

12. Soil Management - Page 2

c. Land Manager performs soil monitoring 2

(Check the one most appropriate) (Please select one from list)

☐ Monthly (3 points)

☒ After major rain events (2 points)

☐ Annually (No points)

13. Sound Level Testing

The Applicant or Land Manager conducts, or causes to be conducted, sound level testing 0

(Check only one if applicable) (Please select one from list)

- ☐ On most (50% or more) holidays and weekends (4 points)
- ☐ At least 25% but less than 50% of holidays and weekends (2 points)
- ☒ Less than 25% of holidays and weekends (No points)

Describe the sound testing program

We rely on our partner, the BLM, to conduct sound level testing at our OHV area. The BLM personnel are highly trained and certified, and use the latest decibel meter technology to conduct sound checks at major OHV organized events. The contact at the BLM is Sky Zaffarano; (530) 224-2100.